

Evaluation Criteria

Attachment 2 RFP2008-02, Addendum 4

RFP 2008-02 Fiscal Agent Services Evaluation Form

			1		Responses to "Must Haves" reviewed by Contract Management Officer			
Item	Description		Vendor 1		Vendor 2		Vendor 3	
1	(M) Proposal must be received by the due date. No late proposals will be accepted for review.		YES/NO		YES/NO		YES/NO	
2	(M) If awarded a contract pursuant to this RFP, Offeror agrees to be bound by all the laws of the Commonwealth of Virginia and all Federal laws and regulations pertaining to this transaction.		YES/NO		YES/NO		YES/NO	
3	(M) Offeror must provide a response to Section 2 and a proposal response for Fiscal Agent Services.		YES/NO		YES/NO		YES/NO	
4	(M) If the Offeror is submitting a proposal for Fiscal Agent Services, the procurement must be for a takeover of DMAS' existing MMIS, a new system will not be considered.		YES/NO		YES/NO		YES/NO	
5	(M) Offeror must submit its one-time Takeover cost separate from the cost proposal for each procurement section. The Commonwealth of Virginia reserves the right to negotiate the Takeover fee.		YES/NO		YES/NO		YES/NO	
6	(M) Offeror must submit a takeover approach plan at time of proposal. The plan requirements are identified in Appendix E.I in the takeover section.		YES/NO		YES/NO		YES/NO	
7	(M) Representative(s) of Offeror must have attended the mandatory pre-proposal conference.		YES/NO		YES/NO		YES/NO	
			2		Responses to Requirements are scored and DMAS may ask for clarifications. The Score column is multiplied by the Weight column to arrive at the Weighted Score column.			
			Vendor 1		Vendor 2		Vendor 3	
Section	Description	Weight	Score (0-5)	Weighted Score	Score (0-5)	Weighted Score	Score (0-5)	Weighted Score
4.1.1.1	Claims Services	75	1	75	2	150	3	225
4.1.1.2	Financial Services	75	1	75	2	150	3	225
4.1.1.3	Recipient Services	10	1	10	2	20	3	30
4.1.1.4	Pharmacy Services	65	1	65	2	130	3	195
4.1.1.5	EDI	40	1	40	2	80	3	120
4.1.1.6	Other Business Operations Services	10	1	10	2	20	3	30
4.1.2	Fiscal Agent Applications Support	75	1	75	2	150	3	225
4.1.2.19	DMAS Technology Applications	25	1	25	2	50	3	75
4.1.3	Platform Management	75	1	75	2	150	3	225
4.1.4	Documentation Management	30	1	30	2	60	3	90
4.1.5	Security and Risk Management	25	1	25	2	50	3	75

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4.1.6	Change Management	20	1	20	2	40	3	60
4.1.7.1	MMIS Screens	25	1	25	2	50	3	75
4.1.7.2	DMAS Medicaid Web Portal	25	1	25	2	50	3	75
4.1.7.3	Executive Support System (Optional)	0	0	0	0	0	0	0
4.1.7.4	Offeror Proposed Enhancements (Optional)	0	0	0	0	0	0	0
4.1.8	Takeover/Turnover	75	1	75	2	150	3	225
4.2	Staffing Requirements	75	1	75	2	150	3	225
2.3	Offeror Profile	50	1	50	2	100	3	150
Appendix E.V	Contract	25	1	25	2	50	3	75
	Evaluation Score (sum of weighted scores)		a.	800		1,600		2,400
Appendix A.I	Small Business Subcontracting Plan (SBSP) Scoring			Vendor 1 (not a Small Business)		Vendor 2 (a Small Business)		Vendor 3 (not a Small Business)
	*Small Business Subcontracting Plan Score If a vendor is a certified Small Business and prime, it receives the maximum available SBSP points, otherwise use the formula found below.	1,000	b.	500		1,000		100
	Total Score		c. = a. + b.	1,300		2,600		2,500
	Cost Proposal (used only for SBSP scoring)		d.	\$1,800,000		\$2,000,000		\$2,500,000
	Small Business Subcontracting Plan Dollar Amount		e.	\$900,000		N/A		\$250,000
		3	DMAS selects fully qualified and best suited Offerors based on Total Score. These Offerors are considered for negotiations					
				Vendor 1		Vendor 2		Vendor 3
				No		Yes		Yes
		4	<p>Once negotiations are complete, the following steps will occur:</p> <ul style="list-style-type: none"> o The Evaluation Teams recalculate the responses to the requirements if those responses have changed; o The DMAS Contract Officer recalculates the Small Business Subcontracting Plan score for each Offeror, if the cost proposal has changed. <p>DMAS will calculate Best Value in accordance with the Best Value Score formula listed below. DMAS shall award the contract(s) to the Offeror(s) with the highest Best Value score(s).</p>					
	FINAL OFFER:							
	Negotiated Final Offer		f.			\$2,000,000		\$2,100,000
	BEST VALUE:							
	**Best Value Score		g.			130.00000		119.04762

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Vendor 2 has the highest Best Value score and is awarded the contract.

Note: All prices used are for illustrative purposes only.

Formulas:

* The Small Business Subcontracting Plan (SBSP) Point Value is based on the following formula:

$$\text{SBSP Point Value (b.)} = \text{Available SBSP point value (1000)} \times \frac{\text{Offerors Proposed SBSP Dollar Amount (e.)}}{\text{Cost Proposal (d.)}}$$

** The Best Value calculation is based on the following formula:

$$\text{Best Value Score (g.)} = \frac{\text{Total Score (c.)}}{\text{Negotiated Final Offer (f.)}} \times 100,000 \text{ (a factor of five for easier comparison)}$$